

**BY ORDER OF THE COMMANDER
AIR EDUCATION AND TRAINING
COMMAND**

**AIR EDUCATION AND TRAINING
COMMAND INSTRUCTION 36-2801**

10 NOVEMBER 2014

Personnel

AETC RECOGNITION PROGRAM



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFPD 36-28, *Awards and Decorations Programs*, 1 August 1997. It consolidates annual awards, sponsors and participants, provides a single point of reference, and standardizes reporting and presentation requirements. Email proposed supplements to this instruction to HQ AETC/A1KM at a1kk.awards.decs@randolph.af.mil for approval before they are published. This publication does not apply to the Air National Guard (ANG) or Air Force Reserve Command (AFRC) units. For submission of ANG/AFRC award nominations, route nominations to the ANG or AFRC command channels. Attachment 1 contains a glossary of references and support information. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <http://www.my.af.mil/afirms/afirms/afirms/rims.cfm>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force (AF) Form 847, *Recommendation for Change of Publication*, route AF Forms 847 from the field through the appropriate functional chain of command.

SUMMARY OF CHANGES

This instruction has been substantially revised and must be completely reviewed. It includes new awards, deletes outdated information, and updates offices of primary responsibility (OPR), office symbols, governing directives, award criteria and suspense dates.

1.	Purpose of the AETC Recognition Program.	3
2.	Award Programs.	3
3.	Responsibilities:	3
Attachment 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION		5
Attachment 2—LISTING OF HQ AETC DIRECTORATES/CSS AND AWARD TABLES		8
Attachment 3—SAMPLE MEMORANDUM FOR SUBMITTING CHANGES TO AETCI 36-2801		32

1. Purpose of the AETC Recognition Program. The purpose of this program is to recognize individual and group outstanding performance, stimulate competition, increase mission effectiveness, emphasize individual and organizational teamwork awards programs, improve morale, and sustain AETC's commitment to excellence.

2. Award Programs. Tables identifying awards programs managed by each AETC Directorate or Chiefs of Special Staff (CSS) are included at Attachment 2. For information relating to a particular award, consult the reference cited in the table or contact the identified Directorate or CSS award program OPR.

3. Responsibilities:

3.1. **HQ AETC/A1.** Monitors the Special Trophies and Awards (ST&As) Program for HQ AETC through HQ AETC/A1KM.

3.2. HQ AETC/A1KM:

3.2.1. Will create solicitation message to provide award nomination criteria to lower level OPRs.

3.2.2. Send nomination suspense due date reminders to the field for all ST&AS prior to suspense dates.

3.2.3. Solicit board members as required from Directorates/CSSs for ST&AS managed by A1KM.

3.2.4. Monitor and process nominations for award programs they manage. Nominees for HQ AETC specific, Air Force level, and Association-sponsored awards (AFSA, AFA, etc) will be selected through a board process, if necessary.

3.2.5. Will prepare award staff package for AETC/DS signature on congratulatory and transmittal letters and AETC/A1 signature on endorsement letters, if delegated authority is granted by AETC/CC to notify command, Air Force, or Association-sponsored award recipients.

3.2.6. To ensure information of the award recipient is not disseminated through unofficial channels, A1KM will notify AU, 2 AF, AETC Directors/CSSs, AFRS, or respective Wing command leadership of an award recipient's nomination/selection for an AETC, Air Force or Association-sponsored award via a HQ AETC/DS released announcement message.

3.2.7. For higher headquarters nominations, and following personal notification of the award recipient, A1KM will send written notification to the command section. Written notification will include congratulatory letters for AETC/DS signature.

3.2.8. Coordinates with Directorates and CSSs to ensure all functional awards are included in this instruction.

3.2.9. Processes additions, changes, and deletions to this instruction.

3.2.10. Coordinates on supplements and other directives pertaining to functional awards managed by another Directorate or CSS.

3.2.11. Establishes annual rotation schedule to select Directorate and CSS personnel to serve as board members for Air Force, DoD or Association-sponsored ST&As (AFSA, AFA, etc).

3.3. Directorate/CSS OPRs:

3.3.1. Will create publication supplements, direct correspondence, or award program call messages to provide award nomination criteria to lower level award OPRs.

3.3.2. Send nomination suspense due date reminders to the field prior to suspense dates.

3.3.3. Solicit board members, as required, to review/score awards they manage.

3.3.4. Monitor and process nominations for award programs they manage. Nominees will be selected through a board process, if necessary.

3.3.5. Directorate/CSS award program OPRs will prepare the award staff package to notify command, Air Force, or Association-sponsored award recipients to their Directorate/CSS for approval/signature.

3.3.6. To ensure information of the award recipient is not disseminated through unofficial channels, the Director/CSS, deputy director or designated representative will notify the AU, 2 AF, or AETC Director/CSS, AFRS, or the respective Wing command leadership of an award recipient's nomination for an AETC, Air Force or Association-sponsored award.

3.3.7. For higher headquarters nominations and following personal notification of the award recipient, the director/CSS or deputy director, will Send written notification to the command section. Written notification will include award announcement correspondence and congratulatory letters for AETC/CC signature.

3.3.8. Immediately notify HQ AETC/A1KM for any changes to an existing award or when a new award is established. Submit changes by a memorandum signed by the Directorate/CSS Director or deputy. See Attachment 3 for format.

3.4. **Suspenses.** The suspenses shown in the tables below are the date the nomination packages are due to the HQ AETC POC taking into account the time for validity of eligibility, boarding, and approvals to meet the overall award suspense. Higher Headquarters, governing instructions, and sponsor notifications establish the suspense dates that the AETC's nominations are due to the overall award POC.

KIMBERLY K. TONEY, Colonel, USAF
Director of Manpower, Personnel & Services

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

- DoD 4120.24-M, *DoD Standardization Program (DSP) Policies and Procedures*, 9 March 2000
- AFI 10-701, *Operation Security (OPSEC)*, 8 June 2011
- AFI 36-1004, *Managing the Civilian Recognition Program*, 3 December 2009
- AFPD 36-28, *Awards and Decorations Program*, 9 May 2014
- AFI 36-2803, *Air Force Awards and Decorations Program*, 18 December 2013
- AFI 36-2805, *Special Trophies and Awards*, 14 March 2013
- AFI 36-2807, *Headquarters United States Air Force Deputy Chief of Staff, Operations, Plans and Requirements Annual Awards Program*, 7 August 2014
- AFI 36-2810, *Enlisted Aide of the Year Awards Program*, 16 March 2005
- AFI 36-2811, *Chaplain Service Awards*, 1 February 2006
- AFI 36-2816, *Annual Inspector General Awards*, 2 February 2011
- AFI 36-2817, *Civil Engineer Awards Program*, 23 January 2004
- AFI 36-2818, *The USAF Maintenance Awards Program*, 27 November 2007 and the AETC Supplement, 30 January 2009
- AFI 36-2821, *The USAF Logistics Readiness Awards Program*, 27 November 2007
- AFI 36-2822, *The USAF Installations and Logistics Award Program*, 12 January 2005
- AFI 36-2844, *Analysis, Assessments and Lessons Learned Recognition Program*, 5 July 2011
- AFI 36-2829, *Eugene M. Zuckert Management Award*, 22 March 2012
- AFI 36-2830, *Air Force Productivity Excellence Award*, 31 July 2003
- AFI 36-2831, *The Commander-In-Chief's (CINC's) Annual Awards for Installation Excellence*, 12 April 2006
- AFI 36-2833, *Safety Awards*, 31 October 2012, and the AETC Supplement, 17 June 2014
- AFI 36-2834, *Small Business Awards Program*, 27 September 2010
- AFI 36-2835, *Annual Acquisition Awards Programs*, 17 August 2011
- AFI 36-2843, *Science and Technology Awards*, 14 April 2005
- AFI 36-2844, *Analysis, Assessments, and Lessons Learned Recognition Program*, 5 July 2011
- AFI 36-2845, *Secretary of the Air Force, Chief of Warfighting Integration and Chief Information Officer Special Trophies and Awards*, 29 August 2013
- AFI 36-2846, *Financial Management and Comptroller Annual Awards Program*, 21 April 2010
- AFI 36-2848, *Air Force Security Forces Awards Program*, 28 April 2009, and the AETC Supplement, 15 June 2010

AFI 36-2855, *Judge Advocate General Awards*, 6 August 2012

AFI 36-2856, *Medical Service Awards*, 22 October 2012

AFI 36-2862, *Test and Evaluation Awards*, 14 March 2003

AFI 36-2863, *History Awards*, 31 July 2009

AFI 36-2868, *Chief of Staff Team Excellence Award*, 18 March 2009

AFI 38-401, *Air Force Innovative Development through Employee Awareness (IDEA) Program*, 21 November 2007

AETCI 36-2802, *AETC Flying and Technical Training, Training Support, Basic Military Training (BMT), and Military Training Leader (MTL) Annual Recognition Program*, 17 September 2014

AMCI 36-2806, *Directorate of Operations Award Program Management*, 25 March 2010

USAFAI 36-2807, *Colonel James Jabara Airmanship Award*, 7 March 2005

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*, 22 September 2009

Abbreviations and Acronyms

AFA—Air Force Association

AFMA—Air Force Manpower Agency

AFRC—Air Force Reserve Command

AFRS—Air Force Recruiting Service

AFSA—Air Force Sergeants Association

AFSVA—Air Force Services Agency

AMC—Air Mobility Command

ANG—Air National Guard

AU—Air University

CSS—Chief of Special Staff

DoD—Department of Defense

DoE—Department of Energy

EPA—Environmental Protection Agency

HAF—Headquarters Air Force

IMCEA—International Military Community Executives Association

MAF—Mobility Air Forces

NAA—National Aeronautic Association

NAF—Numbered Air Force

NCO—Noncommissioned Officer

NDTA—National Defense Transportation Association

OAY—Outstanding Airmen of the Year

OPM—Office of Personnel Management

OPR—Office of Primary Responsibility

POC—Point of Contact

SAF—Secretary of the Air Force

SDDC—Surface Deployment and Distribution Command

TAI—Tuskegee Airman Incorporated

Attachment 2

LISTING OF HQ AETC DIRECTORATES/CSS AND AWARD TABLES

Figure A2.1. Awards Tables. The following organizations are responsible for awards listed in the corresponding tables.

<u>DIRECTORATE/CSS</u>	<u>Table</u>
Manpower, Personnel and Services Directorate (A1)	A2.1
Intelligence, Operations and Nuclear Integration Directorate (A2/3/10)	A2.2
Logistics/Installations and Mission Support Directorate (A4/7)	A2.3
Plans, Programs, Requirements and Assessments Directorate (A5/8/9)	A2.4
Communications Directorate (A6)	A2.5
Financial Management and Comptroller (FM)	A2.6
Chaplain Corps (HC)	A2.7
Office of History (HO)	A2.8
International Training and Education (IA)	A2.9
Inspector General (IG)	A2.10
Judge Advocate (JA)	A2.11
Office of Public Affairs (PA)	A2.12
Safety (SE)	A2.13
Command Surgeon (SG)	A2.14

Table A2.1. Awards Monitored by the Manpower, Personnel & Services Directorate (A1).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	DoD Distinguished Civilian Service Award (1)	HQ AFPC/DPSIDR; AFI 36-1004	HQ AETC/A1KM	5 January
2	DoD David O. Cooke Excellence in Public Administration Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	5 January
3	Key Spouse of the Year Award (1)	AF/A1S	HQ AETC/A1KM	5 January
5	Air Force Sergeants Association (AFSA) Pitsenbarger Award (1)	Air Force Sergeants Association (AFSA)	HQ AETC/A1KM	5 January
6	DoD Exceptional SARC Award (1)	AF/CVS	HQ AETC/A1KM	5 January
7	Sexual Assault Prevention and Response Office Award (1)	AF/A1S	HQ AETC/A1KM	5 January
8	Service to America Medals (6)	HQ AFPC/DPSIDR	www.servicetoamericamedals.org	15 January
9	Air Force First Sergeant of the Year (1)	HQ AFPC/DPSIDR; AFI 36-2805	HQ AETC/A1KM	25 January
10	12 Outstanding Airmen of the Year Awards (3)	HQ AFPC/DPSIDR; AFI 36-2805	HQ AETC/A1KM	25 January
11	Air Force Honor Guard of the Year Awards (2)	AF/CCC annual call for nominations	HQ AETC/A1KM	25 January
12	Military Training Instructor (MTI) of the Year Awards (1)	737 TRGI 36-3, Volume 4	HQ AETC/A1KM	25 January
13	Recruiter of the Year (1)	Provided with annual Air Force Sergeants Association (AFSA) Invitation Letter	HQ AETC/A1KM	25 January
14	Federal Asian/Pacific American Council (FAPAC) Military Meritorious Service Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	25 January / See Note
15	Society of American Indian Government Employees (SAIGE) Outstanding Achievement Award (2)	HQ AFPC/ DPSIDR	HQ AETC/A1KM	1 February / See Note
16	League of United Latin American Citizens (LULAC) Excellence in Military Service Award (2)	HQ AFPC/DPSIDR,	HQ AETC/A1KM	1 February / See Note
17	National Association for the Advancement of Colored People	HQ AFPC/DPSIDR	HQ AETC/A1KM	1 February / See Note

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
	(NAACP) Roy Wilkins Renown Service Award (1)			
18	Zachary and Elizabeth Fisher Distinguished Civilian Humanitarian Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	15 February
19	Ten Outstanding Young Americans Award (no limit)	AFI 36-2805 and United States Jaycees at www.usjaycees.org	United States Jaycees	28 February
20	USO Service Member of the Year Award (1)	AFPC/DPSIDR,	HQ AETC/A1KM	1 March
21	Roger W. Jones for Executive Leadership Award (1) (SES members only)	American University Award Committee; HQ AFPC/DPSIDR	HQ AETC/A1KM	1 March
22	Federally Employed Women (FEW) Meritorious Service Award (1)	Office of Diversity Management and Equal Opportunity (ODMEO); www.few.org	HQ AETC/A1KM	10 March
23	American Legion Spirit of Service Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	10 March
24	National Association for the Advancement of Colored People (NAACP) Meritorious Service Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	20 March
25	National Association for the Advancement of Colored People (NAACP) Ben Hooks Distinguished Service Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	20 March
26	Scouting Salutes the Military Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	25 March
27	Outstanding DoD Employee / Service Member with a Disability Award (2)	HQ AFPC/DPSIDR	HQ AETC/A1KM	30 March
28	Katharine Wright Memorial Awards (no limit) (nominations go directly to sponsor)	AFI 36-2805, and National Aeronautic Association at http://naa.aero/awards/awards-nominations-calendar	NAA	31 March
29	Blacks in Government (BIG) Civilian Meritorious Service Awards (2)	HQ AFPC/DPSIDR	HQ AETC/A1KM	1 April

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
30	National Organization for Mexican American Rights (NOMAR) Meritorious Award	HQ AFPC/DPSIDR	HQ AETC/A1KM	1 April / See Note
31	USAF Cadet of the Year Award (3)	HQ AFPC/DPSIDR	HQ AETC/A1KM	15 April
32	Jewish Institute for National Security Affairs (JINSA) Grateful Nation Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	15 April
33	National Image, Inc., Meritorious Service Award (2)	HQ AFPC/DPSIDR	HQ AETC/A1KM	15 May / See Note
34	Tuskegee Airmen Inc. (TAI) Military Awards (no limit) (nominations go directly to sponsor)	AF TAI (USAF POC)	Tuskegee Airmen Inc.	15 May
35	Public Benefit Flying Awards	NAA; http://naa.aero/awards/awards-nominations-calendar	NAA	30 May
36	Chief of Staff Team Excellence Awards (2)	HQ AFPC/MA; AFI 36-2868	HQ AETC/A1KM	1 June
37	Enlisted Aide of the Year Awards (2)	AF/DPG	HQ AETC/CCC	1 July
38	National Public Service Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	1 July
39	William A. Jump Memorial Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	10 July
40	Lance P. Sijan U.S. Air Force Leadership Awards (4)	HQ AFPC/DPSIDR; AFI 36-2805	HQ AETC/A1KM	15 July
41	Frank G. Brewer Trophy (no limit)	NAA; http://naa.aero/awards/awards-nominations-calendar	NAA	31 July
42	Wesley McDonald Distinguished Statesman Aviation Award (no limit)	NAA; http://naa.aero/awards/awards-nominations-calendar	NAA	31 July
43	GEICO Military Service Awards (4)	HQ AFPC/DPSIDR; AFI 36-2805	HQ AETC/A1KM	1 August
44	Wright Brothers Memorial Trophy (no limit)	NAA; http://naa.aero/awards/awards-nominations-calendar	NAA	30 August

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
45	Air Force Outstanding Unit Award (AFOUA)	AFI 36-2803	HQ AETC/A1KM	1 September
46	Air Force Organizational Excellence Award (AFOEA)	AFI 36-2803	HQ AETC/A1KM	1 September
47	Brigadier General Wilma Vaught Visionary Leadership Award (3)	HQ AFPC/DPSIDR	HQ AETC/A1KM	1 September
48	GEICO Public Service Awards (civilians only) (4)	HQ AFPC/DPSIDR	HQ AETC/A1KM	5 September
49	General Counsel Alternative Dispute Resolution Awards (4)	SAF/GCD	HQ AETC/A1KM	20 September
50	Air Force Productivity Excellence Awards (2)	HQ AFPC/MA	HQ AETC/A1KM	1 October
51	Air Force Exceptional Innovator Award (1)	HQ AFPC/MA	HQ AETC/A1KM	1 October
52	A1 Awards Program (70)	AF/A1X A1 Awards Program Guide	HQ AETC/A1KM	1 October
53	Arthur S. Flemming Awards (6)	HQ AFPC/DPSIDR	HQ AETC/A1KM	1 October
54	Institute of Navigation (ION) Awards (7)	AFI 36-2805; ION http://www.ion.org/awards/	ION	15 October
55	Women's History Month Foreign Language and Science, Technology, Engineering, & Math (STEM) Role Model Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	10 October
56	DoD African American History Month Recognition Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	10 October
57	A1 Community Awards – Affirmative Employment Program & Special Emphasis Program Awards (4)	AF/A1Q; A1 Awards Program Guide	HQ AETC/A1KM	1 November
58	AFA Outstanding AF Civilian Employees of the Year Awards (4)	HQ AFPC/DPSIDR	HQ AETC/A1KM	10 November
59	Eugene Zuckert Management Award (1) (general offices & civilian equivalents only)	HQ AFPC/MA	HQ AETC/A1KM	15 November
60	AFA Aerospace Awards (4)	HQ AFPC/DPSIDR; AFI 36-2805	HQ AETC/A1KM	20 November

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
61	Verne Orr Award (1)	HQ AFPC/DPSIDR; AFI 36-2805	HQ AETC/A1KM	1 December
62	Spirit of Hope Award Military Program (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	5 December
63	Joan Orr Air Force Spouse of the Year Award (1)	HQ AFPC/DPSIDR; AFI 36-2805	HQ AETC/A1KM	10 December
64	Noncommissioned Officer Association (NCOA) Vanguard Award (1)	HQ AFPC/DPSIDR; AFI 36-2805	HQ AETC/A1KM	10 December
65	Gen and Mrs. Jerome F. O'Malley Award (1)	HQ AFPC/DPSIDR; AFI 36-2805	HQ AETC/A1KM	15 December
66	Black Engineer of the Year Science, Technology, Engineering and Math (STEM) Awards (2)	HQ AFPC/DPSIDR	HQ AETC/A1KM	See Note
67	Hispanic Engineer National Achievement Award Corporation Cadet Role Model of the Year (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	See Note
68	Presidential Rank Awards (1)	Office of Personnel Management	HQ AETC/A1KM	See Note
69	Public Service Excellence Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	See Note
70	Good Housekeeping Award for Women in Government (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	See Note
71	National Association of Hispanic Federal Executives DoD Civilian Meritorious Service Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	See Note
73	Federal Asian/Pacific American Council (FAPAC) Civilian Meritorious Service Award (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	See Note
74	Air Force Association (AFA) Team of the Year Award (1)	AFA; http://www.afa.org/informationfor/military/nataerospaceawards	HQ AETC/CCC	See Note

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
75	National Latina Distinguished Service Awards (2)	HQ AFPC/DPSIDR	HQ AETC/A1KM	See Note
76	National Association of Hispanic Federal Executives Foreign Service Awards (1)	HQ AFPC/DPSIDR	HQ AETC/A1KM	See Note

Note: These award programs are announced upon receipt of call for nomination message or memorandum from award sponsors/higher headquarters. They will have short suspenses for nomination submissions.

Table A2.2. Awards Monitored by the Intelligence, Operations & Nuclear Integration Directorate (A2/3/10).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Air Force Intelligence, Awards (22)	HQ USAF/A2 call for nominations	HQ AETC/A2O	2d Friday in January
2	Aviator Valor Award (1)	AFI 36-2805 and AFI 36-2807	HQ AETC/A3ZF	10 January*
3	Gen Thomas D. White U.S. Air Force Space Trophy (1)	AFI 36-2805 and AFI 36-2807	HQ AETC/A3T	10 January
4	Cheney Award (1)	AFI 36-2805 and AFI 36-2807	HQ AETC/A3ZF	10 January*
5	MacKay Trophy (1)	AFI 36-2805 and AFI 36-2807	HQ AETC/A3ZF	10 January*
6	AETC Outstanding Special Tactics Officer of the Year (1)	AETCI 36-2807	HQ AETC/A3T	See Note
7	AETC Outstanding Combat Controller of the Year (SNCO, NCO, Airman) (3)	AETCI 36-2807	HQ AETC/A3T	See Note
8	AETC Top Operations Squadron (5)		HQ AETC/A3F	10 January
9	Major General Glenn A. Profitt II Award (Flying Training Officer Instructor of the Year)(1)	AETCI 36-2802	HQ AETC/A3F	10 January
10	Flying Training Flight Commander of the Year (1)	AETCI 36-2802	HQ AETC/A3F	10 January
11	Flying Training Enlisted Instructor of the Year (1)	AETCI 36-2802	HQ AETC/A3F	10 January
12	Flying Training Support	AETCI 36-2802	HQ AETC/A3F	10 January

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
	Employee of the Year (1)			
13	AETC Outstanding Survival, Evasion, Resistance, and Escape (SERE) Specialist of the Year (SNCO, NCO, Airman) (3)	AFI 36-2807	HQ AETC/A3Z	See Note
14	Technical Training Flight Commander or Chief of the Year (1)	AETCI 36-2802	HQ AETC/A3P	31 January
15	Technical Training Officer/ Enlisted/Civilian Instructor of the Year (5)	AETCI 36-2802	HQ AETC/A3P	31 January
16	Technical Training Support Officer/Enlisted/Civilian of the Year (5)	AETCI 36-2802	HQ AETC/A3P	31 January
17	Technical Training Military Training Leader (MTL) of the Year (2)	AETCI 36-2802	HQ AETC/A2/3	See Note
18	AETC Outstanding Combat Rescue Officer of the Year (1)	AETCI 36-2807	HQ AETC/A3T	See Note
19	AETC Outstanding Pararescueman of the Year (SNCO, NCO, Airman) (3)	AETCI 36-2807	HQ AETC/A3T	See Note
20	AETC Command and Control Awards (10)	AFI36-2807	HQ AETC/A3OC	15 January
21	Aviation Resource Management Specialist Awards (4)	AFI 36-2807	HQ AETC/A3VO	15 January
22	Annual U.S. Air Force Airfield Operations Awards (17)	AFI 36-2807	HQ AETC/A3OF	15 January
23	Weather Awards (12)	AFI36-2807	HQ AETC/A3OW	15 January
24	Aviation Resource Management Awards (9)	AFI 36-2807	HQ AETC/A3VO	15 January
25	Aircrew Flight Equipment Awards (3)	AFI 36-2807	HQ AETC/A3OL	1 February
26	Anthony C. Shine Awards (3)	AFI36-2807	HQ AETC/A3ZF	1 February*
27	American Fighter Aces Association (AFAA) Francis S. Gabreski Award (AETC) (1)	AFI 36-2807	HQ AETC/A3ZF	1 February*
28	SMSGt Albert L. Evans Outstanding Air Refueling Section of the Year (1)	AMCI 36-2806	HQ AETC/A3ZM	1 February

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
29	Lt Gen Claire Lee Chennault Award (1)	AFI 36-2807	HQ AETC/A3ZF	1 February*
30	Outstanding MAF Combat Airlift and Tanker Tactician Officer and NCO of the Year (4)	AMCI 36-2806	HQ AETC/A3ZM	15 February
31	Col Joseph B. Duckworth Annual Air Force Instrument Award (1)	AFI 36-2807	HQ AETC/A3ZM	15 February
32	HQ AETC Operations Plans and Programs Award (5)	AFI 36-2807, AETC Sup 1	HQ AETC/A3OX	15 February
33	Jolly Green Association Rescue Mission of the Year (Individual or Crew) (1)	AFI 36-2807	HQ AETC/A3ZS	15 February
34	SSgt Henry E. "Red" Erwin Outstanding Enlisted Aircrew Member of the Year (3)	AFI 36-2807	HQ AETC/A3ZM	28 February
35	Brig Gen Ross Hoyt Awards (1)	AMCI 36-2806	HQ AETC/A3ZM	1 March
36	Lt Gen William H. Tunner Award (1)	AMCI 36-2806	HQ AETC/A3ZM	1 March
37	Aerospace Control and Warning System Operator Awards (3)	AFI 36-2807	HQ AETC/A3ZA	15 March
38	General Robert "Dutch" Huyser Awards (5)	AMCI 36-2806	HQ AETC/A3ZM	10 April
39	Airlift/Tanker Association Young Leadership Awards (2)	AMCI 36-2808	HQ AETC/A3ZM	1 April
40	Gen P. K. Carlton Award for Valor (1)	AMCI 36-2806	HQ AETC/A3ZM	15 April
41	Air Rescue Association Richard T. Knight Award (1)	AFI 36-2807	HQ AETC/A3ZS	1 June
42	Col James Jabara Airmanship Award (1)	USAF AI 36-2807	HQ AETC/A3ZF	1 November*
43	Daedalian Exceptional Pilot Award (1)	AFI 36-2807	HQ AETC/A3F	15 November
44	Collier Trophy (1)	AFI 36-2805 and AFI 36-2807	HQ AETC/A3ZF	15 November*
<p>Note: *These award programs are announced upon receipt of call for nomination message or memorandum from award sponsors/higher headquarters. They will have short suspenses for nomination submissions.</p>				

Table A2.3. Awards Monitored by the Logistics/Installation & Mission Support Directorate (A4/7).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	CMSAF Thomas N. Barnes Award (Crew Chief of the Year) (1)	AFI 36-2818 as supplemented	HQ AETC/A4M	1 January
2	General Thomas P. Gerrity Logistics Award (Unit) (1)	AFI 36-2822	HQ AETC/A4R	15 January
3	General Thomas P. Gerrity Award (Individual) (1)	AFI 36-2822	HQ AETC/A4RX	15 January
4	Honorable Dudley C. Sharp Award (1)	AFI 36-2822	HQ AETC/A4RX	15 January
5	Col Gail Halverson Outstanding Air Transportation Individual Award(1)	AFI 36-2818/AMC Sup	HQ AETC/A4RX	15 January
6	National Defense Transportation Association (NDTA) Military Unit Awards (2)	AFI 36-2821	HQ AETC/A4RX	15 January
7	The Surface and Deployment and Distribution Command Award for Excellence in Traffic Management (1)	AFI 36-2821	HQ AETC/A4RX	15 January
8	Bob Baker Fleet Manager of the Year, Large Fleet (1)	GSA/Federal Fleet Policy Council	HQ AETC/A4RM	15 February
9	Bob Baker Fleet Manager, of the Year, Small Fleet (1)	GSA/Federal Fleet Policy Council	HQ AETC/A4RM	15 February
10	Air Force Gen Lew Allen Jr. Trophy (2)	AFI 36-2818 as supplemented	HQ AETC/A4M	15 June
11	Air Force Logistics Readiness General Lew Allen Award (2)	AFI 36-2818	HQ AETC/A4RXR	15 July
12	Defense Packaging Policy Group Packaging Excellence Award (1)	AFI 36-2821	HQ AETC/A4RX	15 August
13	Defense Packaging Policy Group Packaging Achievement Award (1)	AFI 36-2821	HQ AETC/A4RX	15 August
14	Clements McMullen Memorial Daedalian Weapon System Maintenance Trophy (1)	AFI 36-2818 as supplemented	HQ AETC/A4M	1 October
15	Air Force Maintenance Effectiveness Awards (7)	AFI 36-2818 as supplemented	HQ AETC/A4M	15 October
16	Maj Gen Warren R. Carter Logistics Effectiveness Award (1)	AFI 36-2821	HQ AETC/A4RX	15 October

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
17	Logistics Readiness Squadron of the Year, Nonflying Units (1)	AFI 36-2821	HQ AETC/A4RX	15 October
18	Air Force Large Air Terminal of the Year (1)	AFI 36-2821	HQ AETC/A4RX	15 October
19	Air Force Small Air Terminal of the Year (1)	AFI 36-2821	HQ AETC/A4RX	15 October
20	Roy Bateman Award/American Petroleum Institute Trophy (1)	AFI 36-2821	HQ AETC/A4RX	15 October
21	Air Force Lt Gen Leo Marquez Awards (14)	AFI 36-2818 as supplemented	HQ AETC/A4M	1 November
22	Logistics Readiness Individual Awards	AFI 36-2821	HQ AETC/A4RX	15 November
Awards Monitored by Civil Engineer Division (A7O)				
23	Gen Edwin W. Rawlings Awards for Environmental Excellence (2)	AFI 36-2817	HQ AETC/A7OX	Winter
24	DoD Fire Department of the Year (1)	AFI 36-2817	HQ AETC/A7OX	Spring
25	DoD Firefighter of the Year (2)	AFI 36-2817	HQ AETC/A7OX	Spring
26	DoD Fire Officer of the Year (2)	AFI 36-2817	HQ AETC/A7OX	Spring
27	DoD Firefighter of the Year Heroism Award (1)	AFI 36-2817	HQ AETC/A7OX	Spring
28	Air Force Emergency Management Awards (2)	Air Force Emergency Management Annual Guidance	HQ AETC/A7OX	July
29	Department of Energy (DoE) Presidential Awards (2)	DoE	AFCEC	May
30	Air Force Outstanding Engineering Unit Awards (2)	AFI 36-2817	HQ AETC/A7OX	Fall
31	Brig Gen Michael A. McAuliffe Outstanding Housing Flight of the Year (1)	AFI 36-2817	HQ AETC/A7OX	Fall
32	Maj Gen Robert C. Thompson Outstanding Resources Flight of the Year (1)	AFI 36-2817	HQ AETC/A7OX	Fall
33	Brig Gen Archie S. Mayes Outstanding Engineering Flight	AFI 36-2817	HQ AETC/A7OX	Fall

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
	of the Year (1)			
34	Maj Gen Clifton D. Wright Outstanding Operations Flight of the Year (1)	AFI 36-2817	HQ AETC/A7OX	Fall
35	CMSgt Ralph E. Sanborn Outstanding Fire Protection Flight of the Year (1)	AFI 36-2817	HQ AETC/A7OX	Fall
36	SMSgt Gerald J. Stryzak Outstanding EoD Flight of the Year (1)	AFI 36-2817	HQ AETC/A7OX	Fall
37	Col Frederick J. Riemer Outstanding Readiness Flight of the Year (1)	AFI 36-2817	HQ AETC/A7OX	Fall
38	Air Force Outstanding Civil Engineer Environmental Flight Award (1)	AFI 36-2817	HQ AETC/A7OX	Fall
39	Harry P. Rietman Outstanding Civil Engineer Civilian of the Year (1)	AFI 36-2817	HQ AETC/A7OX	Fall
40	Maj Gen Eugene A. Lupia Awards (3)	AFI 36-2817	HQ AETC/A7OX	Fall
41	Maj Gen L. Dean Fox Outstanding Senior Military Manager of the Year (1)	AFI 36-2817	HQ AETC/A7OX	Fall
42	Outstanding Civil Engineer Manager of the Year (6)	AFI 36-2817	HQ AETC/A7OX	Fall
43	Maj Gen Joseph A. Ahearn Enlisted Leadership Award (CMSgt) (1)	AFI 36-2817	HQ AETC/A7OX	Fall
44	Maj Gen William D. Gilbert Awards (3)	AFI 36-2817	HQ AETC/A7OX	Fall
45	Maj Gen Augustus M. Minton Award - Outstanding Author of a Published Article (1)	AFI 36-2817	HQ AETC/A7OX	Fall
46	Air Force Outstanding Individual Community Planner OTY (1)	AFI 36-2817	HQ AETC/A7OX	Fall
47	CMSgt Larry R. Daniels Outstanding Military Superintendent Award (1)	AFI 36-2817	HQ AETC/A7OX	Fall
48	Air Force Design Excellence	AFI 36-2817	HQ AETC/A7OX	Fall

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
	Awards (2)			
49	Air Force Center for Engineering and the Environment (AFCEC) Design Awards (7)	AFI 36-2817	AFCEC	Fall
50	Air Force Civilian Project Manager of the Year (3)	AFI 36-2817	AFCEC	Fall
51	Air Force District, Division, or Host Nation Agent of Year (2)	AFI 36-2817	AFCEC	Fall
52	Gen Thomas D. White Environmental Awards (14)	AFI 36-2817	AFCEC	Fall
53	Secretary of Defense Environmental Awards (6)	AFI 36-2817	AFCEC	Fall
54	Society of American Military Engineers (SAME) Awards (3)	AFI 36-2817	HQ AETC/A7OX	Fall
55	National Society of Professional Engineers Federal Engineer of the Year (2)	AFI36-2817	HQ AETC/A7OX	Fall
56	The Balchen/Post Award (1)	AFI 36-2817	HQ AETC/A7OX	Fall
57	American Planning Association/ Federal Planning Division Awards (6)	AFI 36-2817	AFCEC	Fall
58	Commander-in-Chief Installation Excellence Awards (2)	AFI 36-2831	HQ AETC/A7OX	Oct
Awards Monitored by Security Forces Division (A7S)				
59	Security Forces Unit of the Year (5)	AFI 36-2848	HQ AETC/A7S	15 January
60	Air Force Outstanding Security Forces Individual Awards (18)	AFI 36-2848	HQ AETC/A7S	15 October

Table A2.4. Awards Monitored by the Plans, Programs, Requirements & Assessments Directorate (A5/8/9).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	The Chanute Award (1)	AFI 36-2862	HQ AETC/A5/8/9	1 February, even years
2	John L. McLucas Basic Research and Harold Brown Awards (2)	AFI 36-2843	HQ AETC/A5/8/9	1 March
3	Gen George C. Kenney Award for Lessons Learned (1)	AFI 36-2823	HQ AETC/A5/8/9	15 March
4	Cadet Research and AFIT Systems Engineering Awards (2)	AFI 36-2843	HQ AETC/A5/8/9	1 April
5	Air Force Test and Evaluation Team Award (1)	AFI 36-2862	HQ AETC/A5/8/9	15 April
6	Research and Development Science and Engineering Awards (2)	AFI 36-2843	HQ AETC/A5/8/9	1 May
7	Air Force Outstanding Scientist, Engineer, and Educator Awards (15)	AFI 36-2835	HQ AETC/A5/8/9	1 June
8	International Test and Evaluation Association Awards (6)	AFI 36-2862	HQ AETC/A5/8/9	6 June
9	Air Force Analyst of the Year (7)	AFI 36-2844	HQ AETC/A5/8/9	1 July
10	Air Force Tester of the Year (3)	AFI 36-2862	HQ AETC/A5/8/9	1 December

Table A2.5. Awards Monitored by the Communications Directorate (A6).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Information Dominance Annual Awards (41)	AFI 36-2845	HQ AETC/A6	10 October
2	General John P. Jumper Award for Excellence in Warfighting Integration (3)	AFI 36-2845	HQ AETC/A6	10 October
3	AF Command, Communication and Computer (C4) Association Awards	AF C4 Association	HQ AETC/A6	Spring

Table A2.6. Awards Monitored by the Comptroller (FM).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Under Secretary of Defense (Comptroller) Financial Management Awards Program (12)	DoDFMR Vol. 1	HQ AETC/FMP	28 February
2	Annual Onbase Bank and Credit Union Awards (2)	SAF/FM annual call for nominations	HQ AETC/FMP	1 June
3	AETC Cost Conscious Culture (C3) Award (2)	AETCI 36-2801	HQ AETC/FMA	15 February
4	Financial Management and Comptroller Annual Awards (22)	AFI 36-2846	HQ AETC/FME	15 November
5	American Society of Military Comptrollers Awards (4)	Local chapter guidance	ASMC	1 December

Table A2.7. Awards Monitored by Chaplain Corps (HC).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Charles Carpenter Award for the Outstanding Large Chapel Team (1)	AFI 36-2811	HQ AETC/HC	15 January
2	Terence P. Finnegan Award for the Outstanding Medium Chapel Team (1)	AFI 36-2811	HQ AETC/HC	15 January
3	Robert P. Taylor Award for the Outstanding Small Chapel Team (1)	AFI 36-2811	HQ AETC/HC	15 January
4	Outstanding Religious Support Team Award (1)	AFI 36-2811	HQ AETC/HC	15 January
5	Edwin R. Chess Award for Outstanding Company Grade Chaplain of the Year (1)	AFI 36-2811	HQ AETC/HC	15 January
6	Gerald Cullins Award for the Outstanding Chaplain Assistant Senior NCO of the Year (1)	AFI 36-2811	HQ AETC/HC	15 January
7	Charles R. Meier Award for the Outstanding Chaplain Assistant NCO of the Year (1)	AFI 36-2811	HQ AETC/HC	15 January
8	Richard C. Schneider Award for the Outstanding Chaplain Assistant Airman of the Year (1)	AFI 36-2811	HQ AETC/HC	15 January
9	Chaplain Corps Civilian of the Year Award (1)	AFI 36-2811	HQ AETC/HC	15 January
10	Spirit of the Four Chaplain Award	AFI 36-2811	HQ AETC/HC	15 January

Table A2.8. Awards Monitored by Office of History (HO).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Excellence in History Program Awards (3)	AFI 36-2863	HQ AETC/HO	15 February
2	Excellence in Periodic History Awards (4)	AFI 36-2863	HQ AETC/HO	15 February
3	Excellence in Contingency History Awards (2)	AFI 36-2863	HQ AETC/HO	15 February
4	Excellence in MAJCOM, DRU, and POA Program and Annual History Awards (4)	AFI 36-2863	HQ AETC/HO	15 February
5	Robert F. Futrell Award (1)	AFI 36-2863	HQ AETC/HO	15 February
6	Air Force Heritage Awards (4)	AFI 36-2863	HQ AETC/HO	15 February
7	Grant M. Hales Career Contribution Awards (no limit)	AFI 36-2863	HQ AETC/HO	15 February
8	History Support Awards (no limit)	AFI 36-2863	HQ AETC/HO	15 February

Table A2.9. Awards Monitored by International Training & Education (IA).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	USAF IMSO/Team of the Year Award	Guidelines for the IMSO/Team of the Year Award	AETC/IA	1 February
2	AETC International Student Support Award	AETC/IA Award Guidelines	AETC/IA	15 November

Table A2.10. Awards Monitored by the Inspector General (IG).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Howard W. Leaf Inspector General Award (1)	AFI 36-2816	SAF/IG	1 March
2	John P. Flynn Inspector General Awards (2)	AFI 36-2816	HQ AETC/IGQ	1 February

Table A2.11. Awards Monitored by the Staff Judge Advocate (JA).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Outstanding Young Judge Advocate of the Year Award (Albert M. Kuhfeld Award) (1)	AFI 36-2855/AETC Sup	HQ AETC/JA	February
2	Outstanding Air Reserve Component Judge Advocate of the Year Award (Reginald C. Harmon Award) (1)	AFI 36-2855/AETC Sup	HQ AETC/JA	February
3	Outstanding Civilian Attorney of the Year Award (James O. Wrightson, Jr. Award)	AFI 36-2855/AETC Sup	HQ AETC/JA	February
4	Outstanding Paralegal Noncommissioned Officer of the Year Award (Steve Swigonski Award) (1)	AFI 36-2855/AETC Sup	HQ AETC/JA	February
5	Outstanding Paralegal Senior Noncommissioned Officer of the Year Award (Karen Yates-Popwell Award) (1)	AFI 36-2855/AETC Sup	HQ AETC/JA	February
6	Outstanding Air Reserve Component Paralegal of the Year Award (David Westbrook Award) (1)	AFI 36-2855/AETC Sup	HQ AETC/JA	February
7	Outstanding Legal Service Civilian of the Year Award (Harold R. Vague Award) (1)	AFI 36-2855/AETC Sup	HQ AETC/JA	February
8	Outstanding Senior Attorney Award (Stuart R. Reichart Award) (1)	AFI 36-2855/AETC Sup	HQ AETC/JA	February

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
9	Outstanding Paralegal Airman of the Year Award (Thomas Castleman Award) (1)	AF Guidance Memo to AFI 36-2855, Judge Advocate General Awards, 14 Mar 14	HQ AETC/JA	February

Table A2.12. Awards Monitored by the Office of Public Affairs (PA).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Public Affairs for Communication Excellence (Outstanding Communication FGO)	Public Affairs Awards Program Guide	HQ AETC PA	December
2	Public Affairs for Communication Excellence (Captain Bradley R. Schuldt Outstanding Communication CGO)	Public Affairs Awards Program Guide	HQ AETC PA	December
3	Public Affairs for Communication Excellence (Outstanding Communication Intermediate Grade Civilian)	Public Affairs Awards Program Guide	HQ AETC PA	December
4	Public Affairs for Communication Excellence (Outstanding Communication Tactical-Level Civilian)	Public Affairs Awards Program Guide	HQ AETC PA	December
5	Public Affairs for Communication Excellence (Outstanding Communication SNCO)	Public Affairs Awards Program Guide	HQ AETC PA	December
6	Public Affairs for Communication Excellence (Staff Sergeant Christopher S. Frost Outstanding Communication NCO)	Public Affairs Awards Program Guide	HQ AETC PA	December
7	Public Affairs for Communication Excellence (Outstanding Communication AMN)	Public Affairs Awards Program Guide	HQ AETC PA	December

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
8	Public Affairs for Communication Excellence (Daryl G. Winters)	Public Affairs Awards Program Guide	HQ AETC PA	December
9	Public Affairs for Communication Excellence (Brigadier General Harry J. Dalton Jr.)	Public Affairs Awards Program Guide	HQ AETC PA	December
10	Public Affairs for Communication Excellence (Major Henry H. "Hap" Arnold Award)	Public Affairs Awards Program Guide	HQ AETC PA	December
11	Public Affairs for Communication Excellence (Best Crisis Communication Award)	Public Affairs Awards Program Guide	HQ AETC PA	December
12	Public Affairs for Communication Excellence (Best Issues Management Award)	Public Affairs Awards Program Guide	HQ AETC PA	December
13	Public Affairs for Communication Excellence (Best Innovative Program Award)	Public Affairs Awards Program Guide	HQ AETC PA	December
14	Public Affairs for Communication Excellence (Best Integrated Communication Program)	Public Affairs Awards Program Guide	HQ AETC PA	December

Table A2.13. Awards Monitored by Safety (SE).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Secretary of the Air Force Safety Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
2	Chief of Staff Individual Safety Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
3	Major General Benjamin D. Foulois Memorial Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
4	Koren Kolligian, Jr., Trophy (1)	AFI 36-2833	HQ AETC/SEO	15 October
5	Colombian Safety Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
6	System of Cooperation Among the Air Forces of the Americas (SICOFAA) Flight Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
7	Col Tubbs Memorial Award For Ground Safety (1)	AFI 36-2833	HQ AETC/SEO	15 October
8	Air Force Chief of Safety Special Achievement Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
9	Safety Career Professional Of the Year Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
10	Air Force Nuclear Surety Outstanding Achievement Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
11	Air Force Explosives Safety Outstanding Achievement Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
12	Air Force Chief of Safety Outstanding Achievement Award for Ground Safety (1)	AFI 36-2833	HQ AETC/SEO	15 October
13	Air Force Chief of Safety Aircrew of Distinction Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
14	Air Force Chief of Safety Medical Achievement Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
15	Air Force Space Safety Outstanding Achievement Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
16	Air Force Chief of Safety Space Team of Distinction Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
17	Air Force Directed Energy	AFI 36-2833	HQ AETC/SEO	15 October

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
	Weapons Safety Outstanding Achievement Award (1)			
18	Air Force Chief of Safety Aviation Maintenance Safety Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
19	Air Force Chief of Safety Cyber Safety Award (1)	AFI 36-2833	HQ AETC/SEO	15 October
20	Annual Safety Awards (21)	AFI 36-2833	HQ AETC/SEO	15 October
21	To Promote Safety (TOPS) Trophy (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
22	Gen Frank P. Lahm Trophy (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
23	AETC Ground Safety Excellence Trophy (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
24	AETC Weapons Safety Excellence Award (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
25	AETC Safety Technician of the Year Award (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
26	AETC Ground Safety Representative of the Year Award (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
27	AETC Aviation Safety Well Done Award (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
28	AETC Ground Safety Well Done Award (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
29	AETC Weapons Safety Well Done Award (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
30	AETC Director of Safety Aircrew of Distinction (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
31	AETC Director of Safety Outstanding Airmanship (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
32	AETC Flight Safety Officer (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
33	AETC Flight Safety NCO of the Year (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
34	AETC Aviation Maintenance Safety Award (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
35	AETC Weapons Safety Manager of the Year Award (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
36	AETC Ground Safety Manager of the Year (1)	AFI 36-2833/AETC Sup	HQ AETC/SEO	15 October
Note: AFI 36-2833 AETC SUPI is under revision and when complete will include multiple volumes. Consult most recent AFI for updated and additional awards.				

Table A2.14. Awards Monitored by the Surgeon General (SG).

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Medical Service Corps Awards (8)	AFI 36-2856 AFGM1, 27 August 2011	HQ AETC/SG	28 October
2	Biomedical Sciences Corps Awards (14)	AFI 36-2856 AFGM1, 27 August 2011	HQ AETC/SG	28 October
3	Dental Corps Awards (6)	AFI 36-2856 AFGM1, 27 August 2011	HQ AETC/SG	28 October
4	Medical Enlisted Corps Awards (36)	AFI 36-2856 AFGM1, 27 August 2011	HQ AETC/SG	28 October
5	Medical Corps Awards (4)	AFI 36-2856 AFGM1, 27 August 2011	HQ AETC/SG	28 October
6	Nurse Corps Awards (6)	AFI 36-2856 AFGM1, 27 August 2011	HQ AETC/SG	28 October
7	Multi-Corps Awards (7)	AFI 36-2856 AFGM1, 27 August 2011	HQ AETC/SG	28 October

Attachment 3

SAMPLE MEMORANDUM FOR SUBMITTING CHANGES TO AETCI 36-2801

Figure A3.1. Sample Memo

MEMORANDUM FOR HQ AETC/A1KM

FROM: HQ AETC/A7S

SUBJECT: Request for Changes to AETCI 36-2801

1. Request the following award be (established or deleted) under table (number) for our functional area:

I T E M	A	B	C	D
	Award (Number Possible)	Criteria Source	Due To	Suspense
1	Air Force Outstanding Security Forces Individual Awards (18)	AFI 36-2848	HQ AETC/A7S	15 January
2				

2. If you have any questions, our POC is (grade, name, office symbol, phone number).

(Signature)
Director/CSS or Deputy